



# CITY OF LONG BEACH

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
2525 GRAND AVENUE • LONG BEACH, CALIFORNIA 90815 • (562) 570-4003

## **EMPLOYMENT OPPORTUNITY Multi-Service Center (MSC) Outreach Worker I – Unclassified**

The Human/Social Service Bureau is accepting applications for a fulltime Outreach Worker I position to coordinate intake reception activities at the MSC in conjunction with the homeless street outreach component in order to facilitate access to MSC services.

**Salary Range: \$10.137- \$13.662 hourly**

### **Qualifications:**

- Desire to provide services to families and individuals experiencing homelessness
- Two years experience working in social service field, or commensurate years college education in social/human services or substance abuse/mental health field
- Ability to be flexible, patient and conduct multiple tasks simultaneously
- High school diploma or equivalent minimum educational requirement
- Willingness to provide professional services at all times
- Bilingual Spanish preferred

### **Duties:**

- Assist with street outreach, intakes, and expedient service delivery for homeless clients
- Follow up with clients as directed on behalf of Case Managers & Outreach Coordinator
- 50% time spent at MSC assisting clients in accessing full range of available services
- 50% time spent in field engaging and coordinating client service access at the MSC
- Answer multi-line phone system and provide information, education and referrals
- Track outreach contacts, services provided, and referrals for reporting purposes
- Provide oversight of lobby, laundry room, showers and mail services for clients
- Attend community events, public hearings and City meetings as directed
- Conduct site visits to areas of concern based on community concerns
- Translation assistance to non-English speaking clients
- Other duties as assigned by MSC Coordinator

### **Mail, fax or email resume with cover letter to:**

Susan Price, Homeless Services Officer  
City of Long Beach Department of Health and Human Services  
2525 Grand Avenue  
Long Beach, CA 90815 (Req.# 06-33)

Email: [Susan\\_Price@longbeach.gov](mailto:Susan_Price@longbeach.gov)  
Fax: (562) 570-4066

### **Deadline for Applications** – Open until filled

The City of Long Beach is an Equal Opportunity Employer. This information is available in alternate format by request to the Payroll/Personnel Office at (562) 570-4012.